**Albert G. Parker**

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**Career Summary**

Physically fit, certified and organized Property Disposal Specialist with 6+ years of experience in defense department. Adept at handling disposition of military equipment, scheduling disposal plans, carton packaging, and applying safety regulations. Capable of supervising the team to follow federal orders and complete assignments on time.

**Summary of Skills**

* Working experience of performing duties for USA forces facilitating easy disposition of ammunition, equipment and other army materials
* Sound knowledge of procedures to be followed for carrying out federal orders and adept at implementing standard safe procedures to prevent accidental damages
* Familiar with property disposal management system, and ability to maintain cordial relations with truck delivery agencies
* Capable of assessing the disposal packages by matching bar-codes from official sheets before processing them for transportation via road or air
* In-depth understanding for monitoring contractor performance, staff coordination, and ensuring proper assessment prior to disposal of items
* Adept at operating weight lifting cranes, forklifts, and other machinery during unloading at the army camp site
* Ability to lift heavy packages using physical strength and possess strong stamina for extra hours to complete assigned project
* Good leadership qualities with exceptional managerial, organizational, and communication skills

**Work Experience**

Property Disposal Specialist (Assistant Supervisor)

Department of Defense, Los Angeles, CA

October 2017 – Present

* Directing and managing the operations related to disposition services, and providing supervision to teams to ensure timely delivery of the packages
* Overseeing property disposition activity in compliance with the applicable regulations regarding storage, handling and following special instructions for hazardous materials
* Reviewing existing defense property records at each camp and comparing documented bar-code numbers in the database with equipment on the site for verification purposes
* Following orders from the federal government and preparing plans to shift special ammunition from the base to the advised place using special army trucks
* Assessing property disposal document to associate equipment with appropriate transportation order/ ticket number for fast disposal
* Preparing property disposition schedules by coordinating with government representatives and ensuring appropriate transportation of the army materials
* Conducting regular training sessions for coordination, packaging and other aspects of property disposal functions
* Directing staff for implementing innovative approaches to solve unanticipated problems and improving process

Property Disposal Specialist

United States Department of Defense, Los Angeles, CA

May 2014 – September 2017

* Worked with the supervisor to interface with government representatives for verifying property lots lined for disposition or reutilization
* Verified inventory for proper classification and checked the packages' supply code using sheet received from the federal government
* Resolved a wide number of conventional problems and unexpected situations in handling all phases of property disposal management
* Prepared and provided supporting documentation to be presented at the base camp to the senior army personnel pertaining to property management
* Ensured proper handling of ammunition, storage and packaging of excess soldier's inventory including clothing, ruck, body armor & helmet, IFAK and batteries to prevent accidents or personal damage
* Operated heavy machines such as material lifting crane, forklifts to lift to unload packages from the truck and kept them in vans for transporting to army camp
* Ensured safety of the team by imposing compulsions of safety tools such as helmet, gloves, first aid kit and medicines with each member

Property Disposal Specialist

US Air Force, Los Angeles, CA

November 2012 – April 2014

* Worked with the team responsible for providing assistance to Department of Defense, Federal agencies and authorized donor customers in screening or selecting concerned property for reutilization
* Assessed the number of items in the list to be dispatched to the naval base and ensured that the contractor agency prepares proper packages for security equipment
* Observed the tasks carried out by the contractor agency in packing of property, including various types of rifles, pistols, combat uniforms, etc. to notify improper handling to the officer
* Notified the supervisor regarding Contracting Officer Representative's performance and prepared work property disposal reports highlighting solutions provided to unexpected situations or suggested remedial actions
* Coordinated with team to segregate ammunition from truck according to equipment names and facilitated easy packaging process
* Assisted the truck driver by giving appropriate directions to the airport's special lobby room to procure cartons in minimal time
* Took responsibility for monitoring the number of packages, types of ammunition and their quantity before processing it for air delivery

**Education**

Bachelor's Degree in Logistics & Inventory Management

University of California, Los Angeles, CA

2011

**References**

On request